

**WEST DES MOINES BICYCLE ADVISORY COMMISSION**  
**Thursday, January 2, 2014**

The regular meeting of the West Des Moines Bicycle Advisory Commission was called to order on Thursday, January 2, 2014, at 5:35 PM by Steve Gatton.

<b>Commission</b>	Joel Wolcott	Lisa Dreyer	Kip Albertson	Stacie Hatch	Steve Gatton
<b>Present</b>	X		X		X
<b>Commission</b>	Margaret Christiansen	Spencer Cox	Suzanne Lemon	Greg France	
<b>Present</b>	X			X	

<b>Staff</b>	Gary Scott <i>Director of Parks &amp; Recreation</i>	Sally Ortgies <i>Superintendent of Parks</i>	Susan Mathews <i>Administrative Secretary</i>
<b>Present</b>	X		X
<b>Staff</b>	Joe Cory <i>Deputy Director of Public Works</i>	Shaun LaDue <i>Chief of Police</i>	Duane Wittstock <i>City Engineer</i>
<b>Present</b>			X

**On Item 1. Approval of Agenda**

It was moved by France to approve the agenda as presented. Albertson seconded. Motion carried.

**On Item 2. Citizen Forum**

No items.

**On Item 3. Approval of Minutes of November 7, 2013 Meeting**

It was moved by France to approve the minutes as presented. Wolcott seconded. Motion carried.

**On Item 4. Old Business**

No items.

**New Business:**

**On Item 5A. Discussion – Complete Streets Policy and Bicycle Master Plan**

Scott debriefed the Commission on the outcome of the workshop. He stated that the City Council would like to see a revised Bicycle Master Plan and they are open to reviewing a Complete Streets Policy.

Scott said that overall it was a great discussion. Gatton said there were lots of ideas exchanged.

Wolcott said he left with a positive feeling. Scott noted that the knowledge shared was a good step toward educating the City Council members about the Commission's objectives. France noted there are still some reservations about the Complete Streets Policy that will need to be worked through. Scott stated that staff will work through the revisions and will calculate costs and specific numbers that will go to City Council for discussion. Staff has already had one meeting to plan the process for revisions. Wittstock added that Council will have to decide what role developers will play in the funding.

Christensen asked about finding out how other cities collect fees to fund similar projects. Scott suggested that they may be able to find that out through the League of American Bicyclists. Wittstock pointed out that the comparisons should be in Iowa due to our laws. Scott noted that it will take up to five months to complete the review and update process. Scott stated that at the Mayor's request a Task Force will be assembled to include two Bicycle Commission members, two Park Board members, and the City Council Liaison to the Bicycle Advisory Commission. Wittstock noted the importance of keeping the process moving because 2014 is looking to be a very busy development year. Gatton shared that he and France will serve along with City Council liaison Mickelson and two Park Board members yet to be determined.

Staff Reports:

On Item 6A. City Engineer

Wittstock stated he had no additional items.

On Item 6B. Deputy Director of Public Works

Cory not present.

On Item 6C. Police Lieutenant

Police Chief LaDue not present.

On Item 6D. Superintendent of Parks

Ortgies not present.

On Item 6E. Director of Parks and Recreation

Scott reminded Commission members that the Mayor has an expectation that appointed officials attend 75% of scheduled meetings.

Other Matters:

On Item 7A. Action Items

Gatton shared information provided by Carl Voss about the Des Moines Bicycle Collective getting a local group together to map safe routes throughout the Metro. Initial meeting is Monday, January 6 at 6:30pm at Tacopocalypse. Many Commission members had prior commitments so Joe Cory was suggested as a representative. Gatton reminded Commission members that they are invited to attend the annual Employee Recognition Dinner that will be held on January 25.

Receive, File and/or Refer

8A. Review – Des Moines Area MPO, Central Iowa Bicycle-Pedestrian Roundtable Packet

8B. Trail Counter Data – Progress Report

8C. Minutes – Council Workshop – Monday, November 25, 2013

It was moved by Albertson to adjourn at 6:22PM. Wolcott seconded. Meeting adjourned.

Respectfully submitted,

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Susan Mathews  
Administrative Secretary

ATTEST:

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Joel Wolcott  
Commission Secretary